

FTP Instructions for the Nevada DOT FTP Site

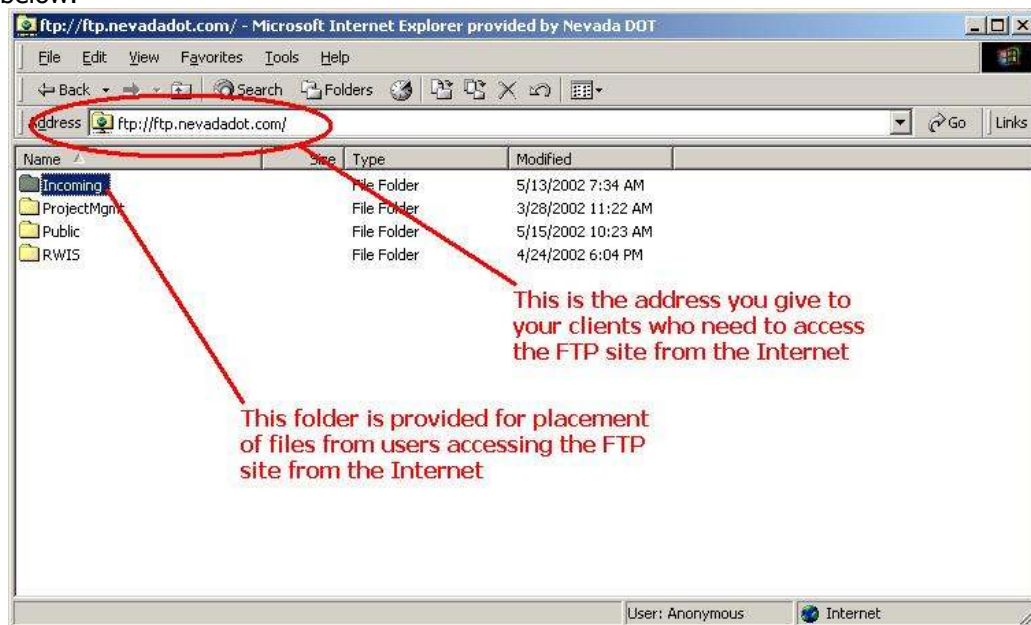
Before you begin, it is a good idea to consider the direction of the file transfer process you desire. Perspective is important. Is the file you need going to be placed on the NDOT FTP server by someone on the "outside" i.e., someone not connected to the NDOT network? (OUTSIDE – IN) Or, are you providing a file for someone on the "outside" that is currently located on your computer or a server here within the NDOT network? (INSIDE – OUT)

For file transfer operations from the OUTSIDE – IN:

Instruct the person who has the file you want to access the Nevada DOT FTP site by connecting to the following location;
<ftp://ftp.nevadadot.com>

Please note: In order to display the image below it may be necessary to click on Page -> "Open FTP Site in Windows Explorer" as instructed within your browser.

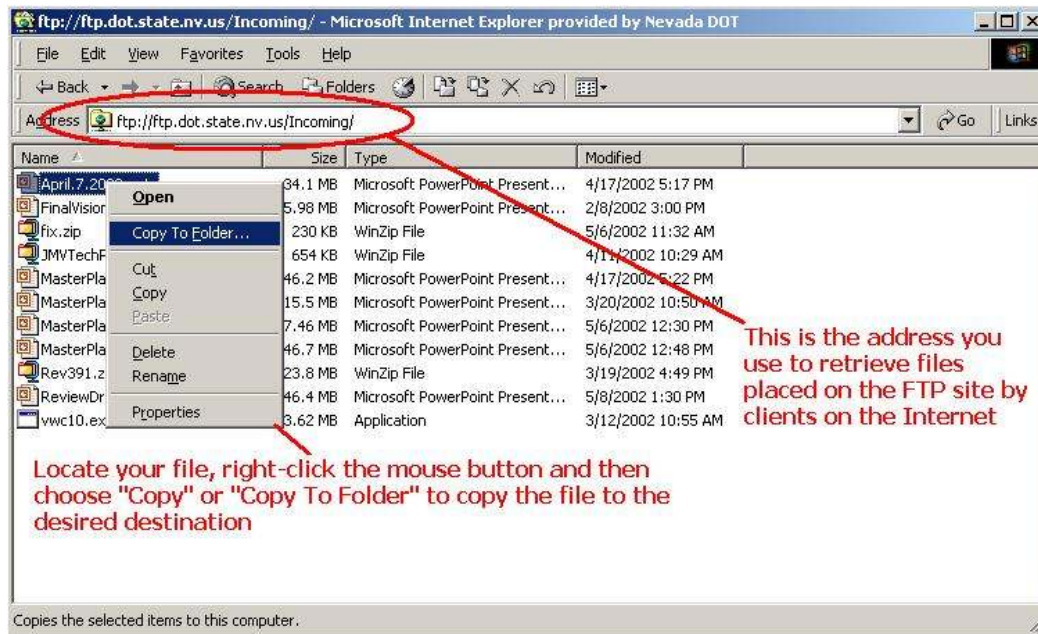
There is a folder named INCOMING for the purpose of receiving files from outside sources. Have them place the file here.
See below:



Once the file has been placed there, you access the Nevada DOT FTP Site from your NDOT computer by starting your Internet Explorer browser and entering the following line into the address bar;

<ftp://ftp.dot.state.nv.us>

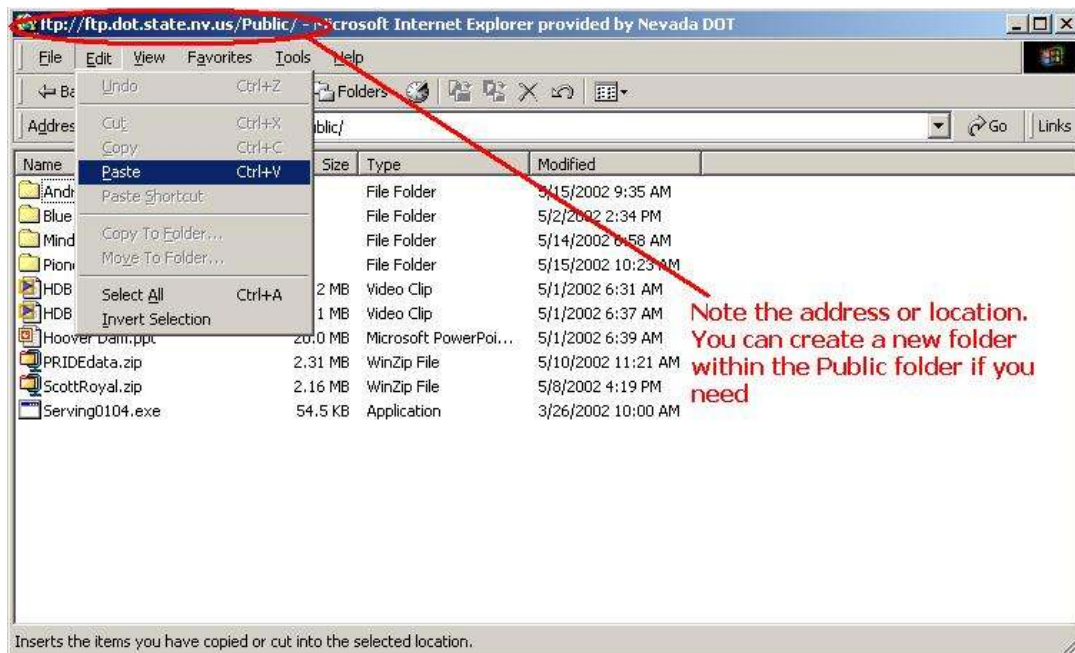
You can then copy the file from the FTP server to your machine or other network location as below:



For file transfer operations from the INSIDE – OUT:

Access the Nevada DOT FTP Site from your NDOT computer by starting your Internet Explorer browser and entering the following line into the address bar;
<ftp://ftp.dot.state.nv.us>

Open the folder named Public and then paste the file you wish into the folder using whatever method you are comfortable with. See below:



Instruct your client on the outside to access the Nevada DOT FTP Site at the following address:
<ftp.nevadadot.com>

Have them open the Public folder and then copy or transfer the desired files to their machine or network.

Important Notes:

- If prompted for Login & Password: . Login = anonymous Password = you@youremailaddress
- The Public folder is accessible to ANYONE with an Internet connection who accesses the Nevada DOT FTP Site. If your files contain sensitive information or should be secured in some manner, please contact the HELPDESK for assistance.
- Upon verification that the file transfer has completed successfully regardless of direction, it is expected that you will access the appropriate folder and remove your files. Disk space is always an issue – as required and/or periodically, Data Processing will delete files from the FTP directories on the FTP server. This is not intended as a storage location for your files!!
- The Public folder is permissioned so that outside users can only READ (and thus copy) files from it.
- The Incoming folder is permissioned so that outside users can only ADD files into it.
- Internal users have CHANGE permission for both folders to allow READ, WRITE, and DELETE of files.